

ALBERT LUTHULI MUNICIPALITY



ANNUAL REPORT FOR THE YEAR 2006/2007

**COMPILED BY : THE MUNICIPAL MANAGER
ALBERT LUTHULI MUNICIPALITY
PRIVATE BAG x719
CAROLINA
1185**

FOREWORD

FROM THE DESK OF THE EXECUTIVE MAYOR

Albert Luthuli is our municipality named after Chief Albert Luthuli who was the President of the ANC in 1952. Under his leadership the ANC became much stronger. In 1960 Chief Luthuli received the Nobel Peace Prize for bringing peace in the country and the world. He saw how poor his people were and always strived for the betterment of their lives. We are proud of Him. He is a shining example of dedication to serving people. There is a commitment that is rooted in the Freedom Charter, Reconstruction and Development Programme. This commitment necessitate that we work tirelessly towards the objective of providing basic services to our people.

As we reflect back to the progress made since 2000, I think all of us can agree with me that the previous Council tried to deliver, but the circumstances under which they were operating, contributed to the difficulty to spend on the finances allocated during the 2005/06 financial year.

We need to fulfill our mandate of providing Free Basic Services to those who cannot afford the provision of water, electricity, refuse and sanitation services. I am very much concerned about the number currently benefiting from free basic services. The number is very low if you compare it with the statistics on Census 2001. We must work towards meeting the millennium targets as informed by the State of the Nation Address, the State of the Province Address and the 2006 ANC Elections Manifesto. Clear timeframes are provided that by 2008, all households will have access to Clean Running Water; by 2010, all Households will have Sanitation; by 2012, all Households will have access to Electricity, and that Unemployment and Poverty be halved by 2014.

A provision has been made for thousands of households to benefit from the 6KL of Free Water per month; 50 KW/H of Free Electricity per month to qualify households. Furthermore we will provide subsidies or give the less 50 % discount on refuse removal and sanitation to all qualifying households as per policy for the Indigents. We still continue to provide Rebates on Taxes as it was in the previous year. Qualifying households will have to make applications for the concession.

As government we are committed to finding appropriate responses to economic challenges. I have asked the Municipal Manager to begin to record all BEE companies benefiting from the procurement of services from the municipality and each year I would like to see that list growing and new organizations emerging.

We must prioritize job creation through the Expanded Public Works Programme and poverty alleviation over self-enrichment and uncontrolled greed. We are committed to: Clean Governance, Equity and the Fight Against Corruption.

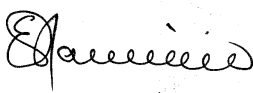
To ensure that you are well-informed of the progress we have made towards the fulfillment of our promises we make to you, legislation requires us to prepare this Annual Report wherein we outline all our successes and failures and also tell you what we are going to do to improve where we are lacking. We also give you our plan for the next financial year. We promise to report fully on the achievements of each financial year.

I want to thank the Municipal Manager, Mr. D R Mango and all our staff for the work they do to bring a better life to all people of Albert Luthuli Municipality and compiling the Annual Report on that.

And last, but not least, my comrades and colleagues, the councilors, I want to thank you all for your hard work and efforts you display during the consultation processes. We have been elected to serve our people, and by providing them with a better quality of life, I think we are fulfilling that mandate.

Your inputs on this Annual Report will be highly valued.

I Thank You



Honourable Cllr ES Dhlamini
Executive Mayor

1. **INTRODUCTION**

According to section 46(1) of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000), a municipality must prepare for each financial year an annual report consisting of the following:

- (a) *a performance report reflecting –*
 - (i) *the municipality's, and the service providers', performance during that financial year, also in comparison with targets of and with performance in the previous financial year;*
 - (ii) *the development and service delivery priorities and the performance targets set by the municipality for the following financial year; and*
 - (iii) *measures that were or are to be taken to improve performance;*
- (b) *the financial statements for that financial year prepared in accordance with the standards of generally recognized accounting practice*
- (c) *the audit report on the financial statements and the report on the audit performed in terms of section 45(b); and*
- (d) *any other reporting requirements in terms of other applicable legislation.*

This annual report sets out to outline the performance of each of the departments of the municipality, the Project management Unit, and some of its service providers.

2. **PERFORMANCE OF THE MUNICIPALITY'S DEPARTMENTS**

Albert Luthuli Municipality consists of six departments and the Internal Audit. The six departments are the following:

- Office of the Municipal Manager (A)
- Corporate Services (B)
- Community Services (C)
- Finance (D)
- Public Safety (E)
- Technical Services (F)

The Project Management Unit (PMU) has been outsourced. It has been moved to the Technical Services department for better coordination of its functions.

The Internal Audit is an independent unit headed by a Director.

The performance report of each department, the PMU and the Internal Audit follows hereunder.

A. OFFICE OF THE MUNICIPAL MANAGER

The directorate was headed by Ms N N Soldati until the end of August 2006 when she left the municipality. The Deputy Director of the department, Mr V N Mpila, was appointed in an acting capacity from 1st September 2006 to 30th November 2006. The position of the Director was advertised and, after the processes have been finalized, Mr V N Mpila was appointed as the Director of the department with effect from 1st December 2006.

The Deputy Director position was abolished and other positions of Section Heads were created at the Assistant Director level (level 3).

The following positions were advertised and filled as follows:

- Town and Regional Planner: Ms SF Mabuyakhulu – 08/08/2006
- Building Inspector: Mr M Memela – 04/09/2006

Ms A S Pakati was transferred from Technical Services and became the new Housing Officer in the department. The LED Intern, Mr N M Zikalala, was appointed as an Assistant LED Officer.

One (1) Section Head position, that of an LED Manager was advertised and filled by Ms W M Mkhwanazi with effect from 01/03/2007

The Senior Administrative Officer's position is still occupied by Ms E Le Grange and the LED Officer position and other positions on the new organogram are still vacant.

The performance of the directorate for the 2006/2007 financial year is outlined below.

2.1.1 SPATIAL PLANNING AND BUILDING MANAGEMENT

The directorate managed to guide the planning and development initiatives within the municipality to achieve an aesthetically pleasing area that is safe, practical and economically viable. The two new townships being established in Elukwatini and Carolina/Silobela are still at different stages of processing.

Through the process of integrated development planning, modern and effective infrastructure to respond to the challenges of growth and economic development was planned for funding by the Gert Sibande District Municipality, Municipal Infrastructure Grant (MIG), Municipal Systems Improvement Grant (MSIG), Department of Minerals and Energy (DME) and own funding.

Building Control Services were done since the appointment of a qualified Building Inspector in September 2006. The function of approving building plans is now also done within the department by the Building Inspector.

2.1.2 LOCAL ECONOMIC DEVELOPMENT (LED) AND TOURISM

The directorate has worked with the Badplaas Tourism Agency to promote tourism in the municipal area. The directorate facilitated the

attendance of several workshops and exhibitions by municipal officials in the directorate which were held in the Province and in Gauteng.

The drafting and review of the LED Strategy was started but was put on hold when the DPLG appointed a Service provider, allegedly to help develop a credible LED Strategy for the municipality.

The issue-specific protocol to guide responses to enquiries about economic development opportunities in Albert Luthuli Municipality could not be done due to a staffing shortage. Steps have been taken to fill the vacant posts in the directorate.

2.1.3 MARKETING AND CORPORATE IMAGE

No new promotional materials were purchased during this financial year. The final phase of the Oshoek Cultural Village was finalized during the year and a private service provider has been appointed to operate the centre.

The marketing strategy for the municipality is still outstanding due to a lack of resources.

2.1.4 PERFORMANCE MANAGEMENT SYSTEM

The Performance Management System of Albert Luthuli Municipality was finalized and approved by Council in May 2007. It will be implemented with effect from 1 July 2007. Section 57 employees eventually signed performance agreements during the year, as required.

2.1.5 INTEGRATED SPATIAL DEVELOPMENT FRAMEWORK

This framework forms the basis for all spatial development initiatives within the municipality and has been reviewed during the Integrated Development Planning process.

It also forms a basis for the Land Use Management System (LUMS), which still has to be formulated.

2.1.6 THE PROJECT MANAGEMENT UNIT (PMU)

The PMU was moved to Technical Services on 1 September 2006 and was eventually outsourced by Technical Services with effect from June 2007.

2.1.7 INTEGRATED DEVELOPMENT PLANNING

The Integrated Development Planning process for the 2006/07 financial year began with the approval of the IDP Review Process Plan on 14 August 2005 - (MC1.048). The Process Plan was implemented and all stakeholders were consulted through the various organizational arrangements such as the IDP Representative Forum.

The Integrated Development Plan (IDP) for the municipality was eventually approved by Council on 29 May 2006 (MC1.030).

The IDP documents were printed and distributed to relevant stakeholders and departments for implementation.

B. CORPORATE SERVICES

INTRODUCTION

The corporate services department aims to ensure that the municipality's other departments provide effective and efficient services that match the standards of other performing municipalities. The department plays a central role in running of the municipality's business functions. Amongst other things it oversees human resources and transformation of the municipality departments.

Services offered by the department include

- Administration
- Human Resource
- Legal Services
- Secretariat
- General: Leasing of halls, care taking ,etc

1. UPGRADING OF COMMUNICATION

The department successfully installed network at Head Office and at Public Safety offices.

Challenges

Installation of the network at PMU building and other remote areas has been a challenge. With the PMU offices the challenge we had that delayed the installation was which route to follow , that is going the wireless route or follow the one of underground cables.

2. WARD COMMITTEES

Office furniture was purchased i.e. 10 sets. Office space is minimal. In terms of office space the following wards have been accommodated:

- Ward 1 is accommodated at V. Maseko Hall
- Wards 2 and 3 are accommodated at Fernie Thusong centre and furniture has been provided.
- Wards 4 and 7 are accommodated at Empuluzi Municipal Offices.
- Ward 12 is accommodated at Ekulindeni Municipal Offices and furniture has been provided.
- Ward 17 is accommodated at Badplaas Municipal Office and furniture is provided

Office space has been identified for wards 14 , 15 and 22. The offices need to be renovated.

Challenges

Office space still need to be identified for the following wards: Wards 5 , 6 , 8, 9 , 10 , 11 , 13 , 16 , 18 , 19 , 20 and 21. We have two options to

solve this, either we build offices or put up fabricated structures as offices. Both options need funds.

3. IMPLEMENTATION OF MUNADMIN SYSTEM

This is one of the challenges that need immediate intervention. The problem is with the service provider.

4. IMPLEMENTING EFFECTIVE AND EFFICIENT LAND ADMINISTRATION

Land has been made available to the community e.g. Caropark. All unoccupied erven in Carolina have been identified. The process of advertising them is unfolding. Council has already adopted the policy on land disposal and prevention of land invasion. The department has already engaged traditional leaders on land matters. Legal action has been taken against land invaders.

Challenge

Repossession of unoccupied erven is a big challenge. The reason being that it is a lengthy process and quite involving.

5. DEVELOPMENT OF POLICIES AND BY-LAWS

Most Human Resource policies have been developed and adopted by Council. The delegation register has been reviewed and councilors have been workshopped.

Employment Equity Plan has been developed and councilors were workshopped by the service provider at Blydepoort during the strategic planning workshop. Skills development plan is in place. Most of the staff has been enrolled with different institutions.

Challenges

Development of other policies and by-laws is still outstanding.

6. STAFF COMPONENT AND APPOINTMENTS

The organogram of the organization was approved. Key positions were filled. All Section 57 staff was appointed within the 2006/2007 financial year. Performance contracts were signed within three months of assuming duty.

7. CAPACITY BUILDING FOR COUNCILLORS

Training needs analysis of councilors was conducted. Councilors were enrolled in various institutions. Mayoral Committee members are enrolled with the University of Pretoria for Municipal Management Development Programme. Some councilors were enrolled for computer training.

8. CONCLUSION

The Department of Corporate Services has strived to achieve all the objectives it has identified for 2006/2007. Unfortunately , it could not perform as planned on various areas due to a number of factors for example , lack of funds, capacity challenges in human resource (to mention a few). The provision of office space to ward committees and upgrading of communication shall remain a major challenge due to the geographical nature and size of our municipality. However, as a department we shall always strive to push for excellence and remain positive in order to provide the necessary administrative support services to all our clients namely the political and administrative functionaries of our municipality. We commit ourselves to improve on our achievements.

C. COMMUNITY SERVICES

The Community and Health Services department was headed by Mr G J H Lindeque until the end of his contract on 28 February 2007. A new Director for the department, Ms PJ Ngubeni, was appointed with effect from 1ST March 2007. Its report for the 2006/2007 financial year is as follows:

1. ENRONMENTAL HEALTH SECTION

1.1 INSPECTIONS CONDUCTED

	FACILITY	NUMBER OF INSPECTIONS	FOLLOW UP VISITS
	Food handling premises	25	25
2	General Dealers	10	10
3	Butcheries	11	16
4	Bakeries	6	5
5	Funeral undertakers	10	
6	Cosmetic Shop	2	2
7	Tavern	1	4
8	Spaza Shops	9	8
9	Market Stalls + fruit an d	23	23
10	Bar Lounge	2	2
11	Hair Salons	8	8
12	Dairies –shops selling milk	2	2
13	Guest Houses	4	
14	Crèches/Pre schools	8	7

1.2 INFORMAL TRADING

Street vending was constantly monitored.
Heath education was given where necessary.
Blockages of foot paths were controlled.
Food handlers were encouraged to hygienically handle food
displayed for sale

1.3 SAMPLES

1.3.1. WATER

Ten (10) water samples for testing the level of e-coli and salmonella typhi were taken. Results were all compliant.

1.3.2. MILK

Fifteen (15) milk samples to detect the presence of brucellosis, e-coli mastitis and TB were taken. All results were complying.

1.3.3. SPICE

Four (4) samples of Robertson peri-peri spice were collected to check the presence of Sudan dye. Results complied.

1.4. MEDICAL INSTIUTIONS

Clinics:	2
Private practice:	3

1.5. COMPLAINTS RECEIVED

NATURE OF COMPLAINT	PLACE	ACTION TAKEN	RESULTS
➤ Poor house keeping(shops)	Carolina Nhlazatje Cross, badplaas and Mayflower	Warning letters issued	Pending
➤ Sleeping in business premises	As above	Carolina issued with notices	To be followed up
➤ Sale of poor quality food	As above	Condemnations done where necessary	Improving
➤ Blocked and overflowing sewage drainage pipes and main holes	Carolina	Referred to Technical Services	Attended to
➤ Keeping of animals within residential areas	Fernie 2 Nhlazatje 6 Dundonald	Investigation done	Pending follow up
➤ Poor maintenance of storm water drains	Carolina	Referred to Technical services	
➤ Littering	Carolina/Silobela	Spot cleaning done	Very little improvement

1.6. ACHIEVEMENTS

- ✚ Appointment of an Environmental Health Practitioner – August 2006.
- ✚ Improvement in hygiene status of food handling outlets in Carolina.
- ✚ Purchase of a bakkie for Environmental health Services

1.7 TRAININGS WORKSHOPS ATTENDED

- Waste management conference
- Skills Development Training

1.8 CHALLENGES

- ✖ Delay in the devolution of Municipal Health Services
- ✖ Lack of necessary by laws
- ✖ Shortages of qualified Environmental Health Practitioner

- ✗ Control of hawkers/street vendors
- ✗ Control of funeral undertakers
- ✗ Vitalization of Carolina town

2. WASTE MANAGEMENT

Removal of refuse service is done at Ekulindeni, Elukwatini, Empuluzi, Carolina, Silobela and Badplaas. In the three former areas the service is rendered by private contractors and in the two latter areas, the municipality renders the service. New contracted service providers for the three E's started in December 2006. A two year contract was signed.

2.1. ACHIEVEMENTS

- ✚ Procurement of 20 skip bins which were distributed as follows:
 - 8 for Silobela
 - 6 Elukwatini (cross and Elukwatini complex)
 - 1 Ekulindeni
 - 3 Empuluzi
 - 2 Oshoek Border post

AMOUNT SPENT: R399. 000, 00

- ✚ Procurement of 950 bins, distributed as follows
 - 375 Silobela
 - 375 Empuluzi
 - 100 Ekulindeni
 - 75 Elukwatini

AMOUNT SPENT: R131. 000, 00

- ✚ Procurement of refuse removal trailer for Silobela

AMOUNT SPENT: R111. 144, 30

- ✚ Installation of suspended refuse drums around Carolina town

2.2. CHALLENGES

- ✗ Extension of the service to other households
- ✗ Registration of refuse removal trailers including the new one.
- ✗ Permitting of the landfill site.
- ✗ Suitable equipment for operating the landfill site.
- ✗ Replacement of the old and broken.
- ✗ Illegal dumps.
- ✗ Mentally disturbed people and hobos

3. PARKS AND CEMETERIES

3.1. PARKS

Grass cutting in parks and walkways is regularly done. Grass cutting in stadiums is only done when the need arises or upon request

3.2. CEMETERIES

3.2.1 There are only 6 Council controlled cemeteries, situated in the three (3) E's, Carolina, Silobela and Badplaas.

CEMETERY	WATER	FENCE	SPACE	TOILETS
Ekulindeni	No supply	fenced	Full	2 + Store room
Elukwatini- old	No supply	Fenced	full	Had none
Elukwatini-new	No supply	Fenced	Enough	2 + store room
Authority challenges				
Empuluzi	No supply	Fenced	Almost full	2 + store room
Badplaas	No supply	Fenced	Enough	2 + store room
Carolina	Available	Fenced	Enough	Available
Silobela - old	No supply	Not fenced	Full	None
Silobela – new	No supply	Fenced	Almost full	2 + store room

3.3. BURIALS CONDUCTED

PLACE	CHILDREN	ADULTS	PAUPER
Elukwatini	6	56	6
Ekulindeni	14	82	3
Silobela	69	272	13
Carolina	Nil	22	Nil
Badplaas	1	4	3
Empuluzi	34	231	1
TOTAL	124	667	26

22 corpses from Nkomati Mine were buried at Badplaas

3.4. ACHIEVEMENTS

3.4.1. PARKS

- Entrance roads, street corners and Double Street were cleared of weed
- 6 brush cutters were procured and distributed to the units
- Entrances cleared of weed at Elukwatini and Badplaas

3.4.2. CEMETERIES

- New site obtained for Elukwatini (Arnhemburg)
- Empuluzi grave yard was extended
- All grave yards in the 3 E's including Silobela and Badplaas were fenced and provided with 2 VIP toilets and a store room
- TLB procurement.
- Approval in the increase of grave fees

AMOUNT SPENT: R287. 686, 43

3.5. CHALLENGES

3.5.1 PARKS

- ✗** Lack of suitable equipment like slashes and tractors for lifting such are often broken
- ✗** Establishment of parks

3.5.2. CEMETERIES

- ✗** Rapid filling of grave yards
- ✗** Equipment for digging of graves

4. PRIMARY HEALTH CARE

There are two clinics run by the municipality

4.1. CLINICS

4.1.1. CAROLINA CLINIC

Has two professional nurses and a cleaner. The garden is attended at intervals by one of the department's laborers.

4.1.2. SILOBELA CLINIC

Has one professional nurse, a cleaner and a Health Worker

4.2. ACHIEVEMENTS

- ✚** Subsidy amounting to **R475.000, 00** was received from the Mpumalanga Department of Health. Money was received in trenches of **R356.250** and **R118.750** on the 6th of December 2006 and the 20th of March 2007 respectively.
- ✚** Establishment of Clinic Committees

4.3. CHALLENGES AND SHORTCOMINGS

- ✗** Shortage of professional staff
- ✗** Accessibility especially farms residents
- ✗** Waiting area space – Carolina
- ✗** Broken equipment for health education and entertainment
- ✗** Procurement of modern and user friendly equipment
- ✗** Conformity to the required standard that an eight-hour facility should adhere to
- ✗** Security

- ✗ Signage
- ✗ Laundry and sluice room
- ✗ Revitalization
- ✗ Uniform

4.4. CAMPAIGNS

Parents are encouraged to bring their children for immunization on specific dates

Vitamin A - September 2006
Measles and Polio campaign done – May/June 2007

4.5. WORKSHOPS AND TRAININGS

- Train the trainer (12 to 16 February 2007)
- Integrated management of TB, HIV and STI in the Primary Health Care setting for nurses (23 to 25 April 2007)
- Quality Assurance Service (May 2007)

4.6. CLINIC ACTIVITIES

Activities for both Carolina and Silobela

	ACTIVITY	CAROLINA	SILOBELA	TOTAL
A	MOTHER AND CHILD			
A.1	ANTE NATAL			
	New	315	163	478
	Repeat	477	329	806
	TOTAL	792	492	1284
	PMTCT Programmes	89	18	107
A.2	Post Natal	38	0	38
A.3	Pap smear	8	0	8
A.4	Family Planning			4 500
	Pills	421	179	600
	Nuristerate	1135	450	1585
	Depo Provera	989	540	1529
	TOTAL	2545	1169	3714
B	HAST PROGRAMME			
B.1	TUBERCOLOSIS			108
	New	3	3	6
	Total in register	38	57	95
B.2	Sexually Transmitted Infections	241	241	482
B.3	HIV:			
	Tested	174	114	288
	Positive	12	7	19
C	PRIMARY HEALTH CARE			
C.1	Chronic Ailments	1374	1846	3220

C.2 Minor Ailments:

	Under 5's	1518	554	2072
	Above 5	3531	2511	6022
D	MENTAL HEALTH			
	New	0	0	0
	Follow Ups	26	22	
	TOTALS	26	22	48
	GRAND TOTAL	11311	15758	27069

5. SOCIAL RESPONSIBILITY

5.1. HIV AND AIDS

The Albert Luthuli Local Aids Council was nominated on the 07\11\2006 and launched on the 22\11\2006. The committee is comprised of all government departments in the municipality as well as structures organizations and Non-Governmental Organizations. The Executive Mayor is the chairperson of the committee. Induction of the committee took place on the 14th and the 15th of February 2007.

5.2. ACHIEVEMENTS

- ✚ The Executive Mayor and administration support the programme
- ✚ The requested budget of R94 000,00 was approved
- ✚ Department of Education also support the programme

5.3. CHALLENGES

- ✗ No HIV/AIDS Co coordinator
- ✗ Involvement of the Department of Health
- ✗ Policy formulation
- ✗ Albert Luthuli HIV/AIDS strategy

6. COMMUNITY SERVICES ADMINISTRATION

6.1. ACHIEVEMENTS

- ✚ Appointment of a Career Guidance Officer and an Outreach Officer – facilitate Umsobomvu programmes
- ✚ Appointment of a Team Leader
- ✚ Appointment of laborers
- ✚ Transfer of female staff from Corporate Services (In the units) to Community Services
- ✚ Change in drinking levels

6.2. CHALLENGES

- ✗ Filling of vacant posts
- ✗ Drivers
- ✗ Transport for the units

- ✗ Illnesses
- ✗ Substance abuse

7. BEREAVEMENTS

The department lost 2 workers who passed away: viz:

- Okker Ncongwane
- Joseph Mdluli

Patrick Nhlapho had just retired at the time of his death

8. LIBRARIES

The Public Libraries under the jurisdiction of Albert Luthuli Municipality are allocated to the Department Community Services since June 2006.

The primary function of Public Libraries is to render a service to the community.

The emphasis of the service rendered to the public has changed from borrowing books to the public to a more professional service such as assistance to learners, distance students and the community as a whole.

Since schooling and tertiary studies are based on the OBE system, the libraries have to fulfill this need for research facilities, either in written letter or in electronic format.

8.1. UTILIZATION OF RESOURCES

8.1.1 Usage per library

Library	No of books circulated per month	No of library users per month
Badplaas	480	440
Carolina	2 100	500
Elukwatini	300	450
Ezenzeleni	350	300
Khululwazi	300	500
TOTAL	3 530	2 190

8.2. ACHIEVEMENTS

- The number of books circulated per month increased at Elukwatini and Khululwazi libraries since they had been established and at Badplaas the operational days since August 2006 had increased to 5 days per week instead of 3 day as it was before.
- The library users increased at all libraries.
- In February the CTI donated 2 computers and computer related books to the value of **R23 000,00**.
- In April 2007, the MPLIS approved the following projects:
 - Elukwatini renovations and extension to the amount of **R800000,00**.
 - Elukwatini furniture for the extended portion.
 - ICT project for Carolina library to the value of **R179 624,00**

8.3 CHALLENGES

- ✗ ICT centres is needed at all libraries
- ✗ Large portions of the population of Albert Luthuli Municipality have no access to information.

8.4 Strategic objectives

Key planned activity	Output indicator
To provide new books in all libraries	Achievements
	Books to the amount of R30 000 had been bought
	Contract workers had been appointed to process these books
	10 boxes of books had been delivered to different libraries.
	Challenges
	To have enough staff in every library to process books
	To have a LIS in every library
Provide Children libraries in Carolina and Ezenzeleni.	Achievements
	Upgrading of Carolina children section took place.
	Challenges
	Sufficient budgeting is necessary to upgrade Ezenzeleni children sections
	Achievements
	Shelving cabinets and exhibition stands

Provide furniture

had been bought.

Challenges

Sufficient budget to upgrade the shelving at Badplaas, Carolina and Ezenzeleni Libraries

9. MPLIS AND GOVERNMENT FUNDING

R22,8 million had been allocated to MPLIS for the 2007/2008 financial year on the Implementation Protocol for Conditional Grants. A Conditional Grant Framework for Community Library Services had been published in DORA in March 2007. A similar protocol had been signed between the municipality and MPLIS on 30 April 2007.

9.1. ACHIEVEMENTS

Library	Project	Amount/ Tender/ Other
Elukwatini	Building upgrading	On tender
Elukwatini	Furniture	On tender
Elukwatini, Badplaas, Khululwazi, Carolina, Ezenzeleni and Ekulindeni	Information Literacy and Marketing material	Provided to participating libraries
Elukwatini, Badplaas, Khululwazi, Carolina, Ezenzeleni	Books	R62,300.00
Carolina	ICT	R179,641.00
Ekulindeni	Seconded staff	1 x librarian

9.2. CHALLENGES

The needs for all the libraries, which had not received any grant funding for this financial year, will be resubmitted in order to receive funding for the next financial year.

10. STAFFING

10.1 ACHIEVEMENTS

A full time Librarian assistant had been appointed at Badplaas Library and 2 contract workers for a four month period at Carolina Library.

10.2 CHALLENGES

Budgeting to meet the needs of staffing in the libraries according to the organogram.

D. FINANCE

ANNUAL REPORT FOR THE PERIOD OF JULY 2006 TO JUNE 2007.

1. OPERATING BUDGET

Compared to last year, the actual income increase by 8,72 % or R7 363 464 to R91 785 878.

The revenue base resources consist of the following :

* Government grant and subsidies	59%
* Rates and service charges	28%
* Investment Income	10%
* Other Income	3%

The main contribution factor of the actual income increase derives from operational Government Grants and Subsidies received.

The actual operating expenses increase by 36,4% or R23 874 630 towards R89 401 152 if compared towards the previous year. It consists of the following main categories of expenditure

• Employee relates costs (Include Councilor's remuneration)	40%
• Contribution to fund reserves (Leave and bad debt provisions)	20%
• General expenses	20%
• Bulk purchases	7%
• Capital expenditure funded from operational income	4%
• Contracted services	4%
• Repair and maintenance	3%
• Other expenditure	2%

The main areas of increases were under employee related cost followed by provisions made for leave and bad debt.

More detail on the operating budget can be found in the pre-audited financial statements for 2006/2007.

2. CAPITAL BUDGET

The actual capital budget for the 2006/07 financial year amounts to R36,611,721 compared to an adjustment capital budget of R47 219 424. The majority of the capital projects namely 74% were financed from grants.

3. KEY CHALLENGES

The office of the C.F.O strive towards a long-term customer relationship by providing high-level services within the Municipality and its customers. In doing so, it is required that all officials act professionally, honesty and with integrity when discharging duties and serving customers.

Still the non-payment for services had a negative effect on the ability to be able to provide basic services. As outlined in the previous annual report it is imperative to improve the billing system, debt collection mechanisms, data cleansing as well as revenue enhancement strategies.

The reforms in Financial Management in Local Government have posed challenges for Municipalities throughout South Africa. The M.F.M.A Act (Act 56 of 2003) together with the Local Government Municipal Property Rates Act (Act 6 of 2004) were main focus areas in the 2006/7 financial year. This also include the planning phase for the implementation of various international accounting standards (GAMAP/GRAP/GAAP).

The following key performance areas were identified and will continue over multi financial years :

- **Financial viability and Management to ensure sound financial management practices in terms of the M.F.M.A priorities and timeframes**

The original budget for 2006/7 and adjustment budget were done internally against an approved budget timetable. This was indeed the first attempt internally. The preparation of the financial statements as well as the submission to the Auditor General was in the time period outlined in the M.F.M.A. Internal staff members were capacitated by a service provider in order that the financial statements can also be done in-house in future. Key performance objectives in this K.P.A area will also appear in the next financial year as the projects are multi-year projects.

- **Municipal transformation and organizational development.**

The organogram has been amended according to the current situation and essential positions collectively agreed upon by all Heads of Departments have been approved by Council. Those positions have been filled early in the 2006/7 financial year.

New policies have been developed, workshopped and have gone through public participation. These policies are the asset management and short term Insurance policy, Investment and Risk Management, a concept policy on rates together with the tariff policy were formulated and will go to the process of public participation in the 2007/8 financial year.

The existing policies such as the debit and credit control policy, indigent policy, Subsistence and travel policy, supply chain management policy etc. was reviewed during the financial year.

- **Good Governance and public participation**

The budget and I.D.P processes were driven by an implementation plan indicating the relevant stages, due dates and responsibilities including the public participation process. However there is still room for improvement in the coming financial year once the ward committee system and administrative procedures is functioning well.

- **Basic service delivery**

Above K.P.A will be met through an increase in the payment level of Municipal Services and to compile, implement and maintain an up to date asset register.

In terms of the indigent policy all registered indigents have received the 6kl water and 50 kwh free basic electricity. The existing policy has been reviewed in order to allow that registered indigents receive a 50% subsidy on other services and basic charges. It is also envisage in the next financial year that registered indigents will also receive a subsidy on assessment rates.

With regard to the low payment rate the sourcing of secured funds, planning and the formulating of implementation plans to specific projects such as the upgrading of the financial system, I.T connectivity, additional paypoints, new general valuation roll and data cleansing have been done. These projects will be multi-year projects over a 4 year period. The majority of these projects will be finalized in the 2007/8 financial year.

- **Financial statements 2006/7 financial year**

Attached find a copy of the audited financial statements from the office of the Auditor General.

E. PUBLIC SAFETY

PUBLIC SAFETY 2006/7 ANNUAL REPORT

The Albert Luthuli Municipality's Public Safety Department comprises of the traffic section, licensing section, fire, rescue - disaster management section and the safety and security section. The Public Safety department is headed by Ms N I V Mazibuko.

The License Section

The main function of this section is to register and license motor vehicles (RA), examination of drivers (DLTC) and examination of vehicles (MVTs).

The registration and licensing of vehicles, testing and examination of drivers and vehicle is the competency of the province which is delegated to municipality on an agency basis, 80% of the income generated by this functionality is paid over to the provincial government, whereas the income generated from DLTC and MVTs is not shared with province; 3% of the application fee is paid to the inspectorate

During 2006/7 financial year the license section performed various activities relating to motor vehicle registrations and licensing, licensing of drivers and roadworthy certification of motor vehicles.

A total number of 1281 applications for learners licenses were received, 656 applicants passed the learners license test, 502 applicants failed the test, 126 applicants failed to attend and 17 applicants requested postponement of the test.

A total number of 769 applications for drivers licenses were received, 149 applicants passed the test, 417 applicants failed the test, 126 applicants failed to attend and 87 applicants requested postponement of the test.

A total number of 331 applications for roadworthy certificates were received, 213 vehicles were certified roadworthy and 118 vehicles failed the test.

LICENSE SECTION INCOME RETURN
1 JULY 2006 UNTIL
30 JUNE 2007:

LICENSE INCOME	DESCRIPTION	TOTAL
	Direct codes (X100%): 01; 26;34=42,49,53,55,60=72,79,81,87,89	554591.00
	Plus:COMMISSION (X20%):	608586.03
	Plus:COMMISSION (X80%): 27,30,31,32,93,96,W,HC,BC,BF,ZF	3132.00
	Min: DLC ADMIN. LEVY: 79	
	(A)Total	1166309.03
VOTE NUMBER	DESCRIPTION	
	Banners/Posters	840.00
	Instructors certificate	500.00
	(B)Sub Total	
	(C)TOTAL RA INCOME (A+B)	1167649.03
SUSPENSE ACCOUNT	<i>(D)Net vehicle fees: Mpumalanga Province</i>	2432727.11
	<i>(E)DLC ADMIN. LEVY: 79</i>	
	(F)TOTAL SUSPENSE ACCOUNT (D+E)	
TRAFFIC INCOME		
	Traffic Fines	334700.00
	Traffic Fines COURTS	30550.00
	(G)TRAFFIC TOTAL	365250.00
MONTHLY TOTAL (C+F+G)		

Traffic Section

The main function of the Traffic Section is the enforcement of traffic laws, parking and parking meter by-laws, because traffic officers are peace officers, they enforce a range of other by-laws such as street trading and hawkers, advertising and nuisance.

Traffic policing was performed ensure safe flow of traffic by promoting law and order in the traffic environment, in order to deal with traffic violations the applicable traffic

legislation was used and the magistrate courts were involved in the adjudication of all cases.

The technical sub-section of this section installed road signs and markings in order to improve the traffic safety. The traffic law administration rendered administrative support to the section and worked together with the courts in promoting revenue collection from traffic fines.

A total number of 607 traffic fines/notices were issued for various activities relating to speed law enforcement, defects on vehicles, parking and stopping offences, safety belts and drivers license offences amounting to R334,700.00

The total income generated by the traffic section during 2006/7 amounts to R 30,550.00_ (see above license section income return).

Fire Section and Disaster management

The main function of this section is to save life and property. One of the department's objectives is to establish a fully operational fire brigade services which will amongst other functions perform the following functions within the entire municipal area: extinguish fires; extricate trapped victims from vehicles; stabilise incident scenes; stabilise and treat victims at incident scenes; clean spillages at incident scenes; rescue operations; building inspection; enforce fire brigade by-laws; provide fire safety measures; provide fire prevention measures and conduct disaster preparedness programmes

In June 2007, municipality recruited two Junior Fire Fighters as the first step towards establishing a fully operational fire brigade services. The Gert Sibande District Municipality appointed an official responsible for the disaster management function in Albert Luthuli.

The Albert Luthuli Municipality Disaster Advisory Forum was established in May 2007. The forum is fully operational and convenes bi-monthly.

A total number of 80 calls were received by the fire section. The calls received were relating to house fires, motor vehicle accidents and veld fires. The fire section with the assistance from traffic section managed to render special services relating to the delivery of tents and blankets to fire and other victims of unplanned incidents.

Safety and Security Services

The main function of this section is to protect council's staff and property.

The Security Section of the municipality rendered guarding services to the following properties of council through independent security companies who were contracted to provide the service to Council : Merly Men Business Enterprise provided 2 Security Guards Badplaas unit, 2 Security Guards Elukwatini unit, 2 Security Guards Ekulindeni unit, 3 Security Guards Empuluzi unit, 3 Security Guards Oshoek Cultural village and 2 Security guards at Elukwatini unit of which they worked 15 hours per shift and Phoenix Flying Squad provided guards at GLMC for 24 hours a day, Albert Luthuli Municipality Head Office Alarm monitoring 14 hours a day. Various VIP and funeral escorting activities were performed by traffic officers.

F. TECHNICAL SERVICES

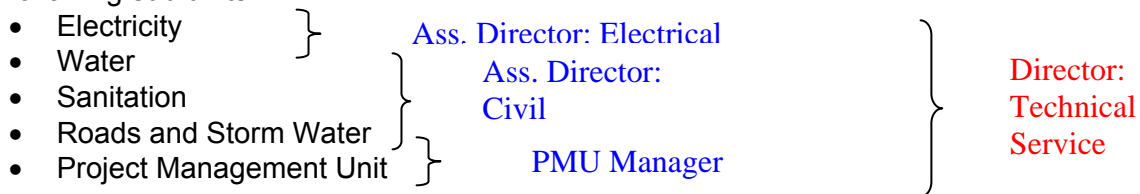
1. INTRODUCTION

The purpose of this annual report is to avail performance information as well as information regarding challenges on projects implementation, eradication of the backlogs and operational matters.

The Technical Services directorate was headed by Mr AB Nkosi until the end of his fixed term contract on 31/12/2006. Mr M E Masenya was employed as the new Director of the Technical Services department with effect from 01/03/2007.

2. STRUCTURE OF THE TECHNICAL SERVICES DIRECTORATE

During the 2006/07 financial year the Technical Services Directorate comprised of the following sub units:



It is worth mentioning that large gaps existed on the management of the directorate during the year as indicated by the following:

- The current Director: Technical Services only came on board in January 2007 i.e. 6 months into the year.
- The positions of Ass. Director: Electrical and Ass. Director Civil were vacant for the whole year.
- The position of PMU manager was filled for only 6 months from August 2006 to February 2007.

These gaps in senior management of the Directorate put a lot of strain on the Director and lower level managers as they had to perform additional functions outside their normal line of work. Support provided by the Development Bank of South Africa (DBSA) through the Siyenza Manje Programme must be acknowledged for helping to alleviate this strain throughout the financial year.

3. PERFORMANCE OF THE TECHNICAL SERVICES DEPARTMENT

The evaluation of performance of the Directorate: Technical Services for 2006/07 is terms of 3 areas:

- Project Implementation
- Backlogs Eradication
- Operation and Maintenance

3.1 Projects Implementation

The Technical Services Directorate was responsible for the implementation of the projects that are indicated in Annexure 1 (Project Progress Report for End of June 2007). The achievements made up to the end of June 2007 can be summarized as follows.

3.1.1 Capital Projects 2006/07

MIG (NEW PROJECTS)									
SECTOR	NO. OF PROJECTS	NO. COMPLETED	%	BUDGET		EXPENDITURE	%	IMPACT	COMMENTS
				Original	Revised				
SANITATION									
VIPs	10	3	30%	14,150,250	11,975,979	6,212,161	52%	913 h/h	Late approvals and problems with emerging contractors.
WATER									
Reticulation	5	2	40%	6,337,750	2,764,000	2,471,554	89%	446 h/h	One project cancelled. Late approval of one project.
Bulk	1	0	0%	2,000,000	2,000,000	466,414	23%		Late approvals and problems with emerging contractor.
ROADS	1	0	0%	2,000,000	1,800,000	284,040	16%		Poor performance from consultant and emerging contractor.
OTHER	2	1	50%	2,000,000	1,400,000	1,941,274	139%		
Sub Total	19	6	32%	26,488,000	19,939,979	11,375,443	57%		
MIG (Carry-over PROJECTS)									
SECTOR	NO. OF PROJECTS	NO. COMPLETED	%	BUDGET		EXPENDITURE	%	IMPACT	COMMENTS
				Original	Revised				
SANITATION									
VIPs	3	3	100%	0	3,705,018	3,894,985	105%	1,192 h/h	
WATER									
Reticulation	4	4	100%		1,002,949	1,986,902	198%	1,136 h/h	
Boreholes	1	1	100%		0	597,786			
Bulk	1	0	0%		1,500,00	648,778	43%		Poor performance from emerging

					0				contractor.
OTHER	1	1	100 %	0	340,055	324,763	96%		
Sub Total	10	9	90%	0	6,548,022	7,453,214	114 %		Impact still to be verified.
MIG (GSDM Implemented)									
SECTOR	NO. OF PROJE CTS	NO. COMPL ETED	%	BUDGET		EXPENDIT URE	%	IMPA CT	COMMENTS
				Original	Revised				
ROADS	2	2	100 %	0	0	3,192,073			04/05 projects carried over to 06/07. Funds transferred to ALM not GSDM.
MIG (2007/08 PROJECTS STARTED)									
SECTOR	NO. OF PROJE CTS	NO. COMPL ETED	%	BUDGET		EXPENDIT URE	%	IMPA CT	COMMENTS
				Original	Revised				
SANITATI ON									
VIPs	3	0	0%	0	0	294,428			7 projects at tender stage, only 3 have submitted design fee claims in time.
TOTAL	29	15	52%	26,488,000	26,488,001	22,315,158	84%		

3.1.2 Maintenance of Streets

PROJECT NAME	PROJECT NUMBER	COMPLETION DATE	CONTRACTOR	STATUS
Upgrading of Taxi rank in Fernie	DPLG/EU 13		SIYAVUMHA CONSTR	Completed

3.2 Backlog Eradication

Millennium targets for eradication of water and sanitation backlogs have been set as 2008 and 2010 respectively. The targets for roads is yet to be determined through a road development master plan; and the electricity targets for eradicating the backlog as per millennium goals is 2012. The combination of the absence of accurate baseline information and poor auditing of completed projects has resulted in some disputed backlog information being used for planning purposes by the municipality. Efforts to accurately determine the backlogs are ongoing. The backlog figures indicated below have been obtained from analyzing Census 2001 figures.

3.2.1 Water and Sanitation Backlogs

Ward No	Location	People	No. Of HH	Backlog				Community Type	People with Adequate Water	People with no Water	People Req. Ext.	People Req. Water Upgrades	People with poor O&M	People with Poor Management
				Water		Sanitation								
				Pop.	HH	Pop.	HH							
1	DIEPDAL	6,972	1417	0	0	8072	1617	Rural - Dense Village > 5000	6,972	0	0	0	0	0
	DAVIDDALE	127	27	0	0	127	27	Farming	0	0	0	127	0	0
	DEWET	342	67	0	0	342	342	Rural Scattered	200	142	0	0	0	0
	NORTHDEENE	165	35	0		560	35	Rural Scattered	0	0	0	0	0	160
	NGODLOMEZI	1,100	200	1100	200	1100	200	Rural - Small Village <= 5000	0			1100		
	SYDE	561	110	0		890	110	Rural Scattered	0	250	250	0	0	61
2	FERNIE	20,424	4135	500	100	17868	3617	Rural - Dense Village > 5000	0	9386	4000	7038	0	0
3	DUMBARTON	291	60	0	0	291	60	Rural Scattered	0	291	0	0	0	0
	NDONGA	480	80	480	80	480	80	Rural Scattered	0	480				
4	MAYFLOWER	6,496	1709	4141	1090	3173	835	Rural - Small Village <= 5000	2,355	741	0	2000	0	1400
5	REDHILL	4,007	890	2225	494	3870	860	Rural - Small Village <= 5000	1782	0	225	2000	0	0
	SLOVO	2,906	650	1028	230	2906	650	Rural - Small Village <= 5000	1,878	500	528			
6	SWALLUW SNEST	3,281	659	2149	527	1379	277	Rural - Small Village <= 5000	1132	149	0	2000	0	0
	ROBINSDALE	1,200	240	580	116	1200	240	Rural - Small Village <= 5000	620	0	80	500	0	0
	BETTYS GOED	3,418	656	1208	232	3418	656	Rural - Small Village <= 5000	2210	0	208	1000	0	0
	SINQOBILE	411	86	411	86	411	86	Rural Scattered	0	211	0	0	0	200
7	MAYFLOWER GATE	3,947	870	2270	500	3947	870	Rural Scattered	1677	500		1770	0	0

8	DUNDONA LD	1,275	283	675	150	0	0	Rural - Dense Village > 5000	600	0	675	0	0	0
	OSHOEK	1,481	257	0	0	1481	257	Rural - Small Village <= 5000	1481	0	0	0	0	0
	HARTBEE SKOP	2,281	409	90	0	2281	409	Rural - Small Village <= 5000	2191	0	90	0	0	0
	SMITHFIEL D	1,482	314	0	0	0	0	Rural - Small Village <= 5000	1482	0	0	0	0	0
10	ELUKWATI NI	5,653	1,467	0	0	0	0	Rural - Dense Village > 5000	5653	0	0	0	0	0
11	GLENMOR E	7,276	1,499	0	0	7276	1499	Rural - Dense Village > 5000	0	0	0	0	7276	0
	HEREFOR D	750	169	42	0	750	169	Rural Scattered	708	42	0	0	0	0
	NTABABO MVU	750	125					Rural Scattered	0					750
12	EKULINDE NI	4,471	1,500	4471	1500	0	0	Rural - Small Village <= 5000	0	0	0	4471	0	0
	DIEPGEZE T	0	0	0	0	0	0	Mine that has closed	0	0	0	0	0	0
	NHLABA	1,543	327	0	0	1,543	327	Rural - Small Village <= 5000	1543	0	0	0	0	0
	ENGONINI	625	132	0	0	625	132	Rural - Small Village <= 5000	625	0	0	0	0	0
13	MALAHLE KA	806	162	806	0	806	162	Rural Scattered	0	0	140	666	0	0
9,14 & 20	NHLAZATS HEA	26,336	5,724	1700	0	9262	2013	Rural - Dense Village > 5000	24636	0	1700	0	0	0
15	CAROLINA	2,938	893	0	0	0	0	Urban - Formal Town	2938	0	0	0	0	0
16	LOCHIEL	3,037	602	1500	300	1700	337	Urban - Formal Town	1537	0	0	1500	0	0
	AANKOMS T	2,243	475	2243	475	2050	434	Rural - Small Village <= 5000	1763	0	480	0	0	0
17	BADPLAAS	273	76	0	0	0	0	Urban - Formal Town	273	0	0	0	0	0
	DLAMINI	9,450	2,100	650	0	2320	516	Urban - Formal Town	8800	0	650	0	0	0

18	AVONTUUR	641	137	0	0	0	0	Rural - Small Village <= 5000	641	0	0	0	0	0
	TJAKASTAD	14,998	2,507	0	0	1684	347	Rural - Dense Village > 5000	13,998	0	0	0	0	1000
	MANTJOL O	565	108	0	0	565	108	Rural - Small Village <= 5000	565					
	MBEJEKA	675	150	565	108	675	150	Rural Scattered	0	0	675	0	0	0
19	BOSVILLE	957	226	200	47	0	0	Rural - Small Village <= 5000	957	0	0	0	0	0
	ENKABA	502	86	100	17	0	0	Rural - Small Village <= 5000	402	0	0	100	0	0
	KALWERS KRAAL	154	26	0	0	0	0	Rural Scattered	154	0	0	0	0	0
	MOOIPLAAS	4,081	792	0	0	0	0	Rural - Small Village <= 5000	4081	0	0	0	0	0
	STEYNSD ORP	768	180	0	0	0	0	Rural - Small Village <= 5000	768	0	0	0	0	0
	VLAKPLAAS	958	153	0	0	0	0	Rural - Small Village <= 5000	958	0	0	0	0	0
21	RURAL ALBERT LUTHULI	29,417	7,192	461	0	1570	0	Farming	28,956	0	461	0	0	0
22	SILOBELA	9,137	2,556	475	0	521	0	Urban - Formal Town	8662	0	475	0	0	0
		191,649	42,518	30,070	6,252	85,143	17,422		133,197	12,692	10,637	24,272	7,276	3,571

3.2.2. Roads Backlogs

To be determined through a road development master plan.

3.2.3. Electricity Backlogs

17,000 households are without direct access to electricity.

3.3 Operation and Maintenance

3.3.1 Water and Sanitation

KPI	Indicator	Target	Achievement
Develop and implement the operation and maintenance plan	Operation and Maintenance plan developed and implemented	28 August 2006	Not Developed
Review the WSDP and align it to the IDP	WSDP reviewed and adopted by Council and DWAF	31 March 2007	District is busy with the review.
Conduction of section 78 assessment for water and sanitation	DWAF Section 78 assessment conducted and approved by Council for implementation	30 June 2007	Section 78(1) is completed and section 78(2) under way
Facilitate the development of water and sanitation provision policy and promulgate by-laws	Policy developed and adopted by Council	31 March 2007	Not done to be completed in March 2008
Reduce the water service access to households by 50%	50% of household water backlog gain access to water supply (approx. 2000 h/h)	30 June 2007	913 h/h achieved
Reduce the sanitation backlog to household by at least 20%	20% of households gain access to sanitation by end of June 2007 (approx. 4000 h/h)	30 June 2007	2265 h/h achieved
Improve the quality of potable water supply	Quality of potable water supply complies with the general standards set by DWAF	Monthly	Has been achieved
Conducting a hydro census for all water boreholes in the municipality	Hydro census for all water boreholes is conducted and presented to Council on all status of boreholes	30 June 2007	Not done - due to budget constraints

3.3.2 Roads and Storm Water

KPI	Indicator	Target	Achievement
To improve the maintenance of our municipal roads	Machinery and equipment dispatched and working in various areas of the municipality.	Monthly	Achieved
Reduce the gravel main access roads	Kilometers of access roads tarred	5 km 30 June 2007	1km tarred
Recruitment of Operators for TLB and grader	Appointments made	30 June 2007	Has been achieved

3.3.3 Electricity

KPI	Indicator	Target	Achievement
To upgrade the bulk supply in Carolina and Badplaas	Electrical supply to Carolina is upgraded and less outage is reported	30 June 2007	Has been achieved
Improve the maintenance of street lights	All street lights are efficiently lighting in all areas available.	30 June 2007	Has been achieved
Reduce the electricity backlog by 10%	10% of electricity backlog addressed	30 June 2007	

3.4 Key Challenges

- The directorate experienced capacity shortfalls as a result of a low staff turn-over at management and project management level and the failure to compete with other employers for technical skills with regards to the package offered and the work environment.
- Under-funding on operation and maintenance is resulting in the deterioration of the existing infrastructure.
- Inadequate planning and insufficient definition of processes to be followed in the implementation of projects resulted in slow implementation and under spending. A number of contracts had to be terminated as a result of poor performance and sub-standard work.
- Inadequately developed O&M systems have resulted in reduced effectiveness of our service delivery.
- Poor information management have resulted in duplication of efforts and failure to learn from previous experiences.

It must be noted however that the directorate has already embarked on numerous efforts to address all the above shortcomings, these efforts include:

- Initiating the process of outsourcing the Project Management Unit,
- Improving the filing system and recording of information,
- A process has started to analyze the operation systems so as to develop appropriate O&M manuals and similar efforts are being done for project implementation.

a. INTERNAL AUDIT

The Internal Audit Unit audited the following:

- Salaries
- Income
- Expenditure
- Leave records
- Control measurements
- Available policies

3. PERFORMANCE OF THE SERVICE PROVIDERS

Albert Luthuli Municipality employed the services of various service providers for different services. In general the majority of the service providers performed well and according to agreed terms of reference.

3.1 PSU INTERNATIONAL

This service provider was appointed to do the Revenue Management in the Elukwatini area. Their brief included the formulation of a database and billing of the consumers as well as the actual collection of revenue on behalf of the municipality. Although some work was done the service provider performed badly and the contract was terminated.

3.2 OTHER SERVICE PROVIDERS

The following spreadsheet shows the various service providers that were employed during this financial year period and also contains remarks on their

4. DEVELOPMENT AND SERVICE DELIVERY PRIORITIES AND PERFORMANCE TARGETS SET BY THE MUNICIPALITY FOR THE 2007/2008 FINANCIAL YEAR

The development and service delivery priorities and performance targets set by the municipality for the 2007/2008 financial year are outlined below. A Strategic Planning session was held on 20 - 22 April 2007 to plan and put operational plans in place for each department. The departmental operational plans were approved by Council as part of the IDP.

A: OFFICE OF THE MUNICIPAL MANAGER

Municipal Goals, Objectives and Measures:

KPA: 1. Infrastructure Development and Service Delivery					
Priority Issue [Programme]	Objective	Measures		Target & Date	Resp Person
		Output	Outcome		
Housing	<ul style="list-style-type: none"> To develop and implement a Housing Development Plan for ALM Develop and maintain a data base of people in need of low-cost housing To facilitate the provision of low-cost and other housing to households without proper accommodation To plan and facilitate the development of middle to higher income housing in ALM 	<ul style="list-style-type: none"> Number of houses constructed 	<ul style="list-style-type: none"> % reduction in the number of households without basic housing 	Additional households with proper housing by June 2008	WM Mkhwanazi
Basic Infrastructure and Services Provision	<ul style="list-style-type: none"> To make provision in the IDP for the provision of basic infrastructure and services based on the existing backlogs 	<ul style="list-style-type: none"> Number of projects planned in the IDP to eradicate backlogs 	<ul style="list-style-type: none"> % reduction in the backlog of basic infrastructure and services 	Planning that is in line with the millennium targets	V N Mpila
Building Management	<ul style="list-style-type: none"> To ensure that all new buildings are constructed according to approved building plans To enforce building regulations in the entire ALM Regular inspections on new buildings and existing ones To provide building control services and implement a uniform tariff structure for approval of building plans 	<ul style="list-style-type: none"> Number of new buildings constructed in accordance with approved building plans Number of old/existing buildings complying with the building regulations 	<ul style="list-style-type: none"> % of new buildings built according to approved building plans % of old/existing buildings complying with the building regulations 	<ul style="list-style-type: none"> 100% of new buildings built according to approved building plans by June 2008 90% of old/existing buildings complying with the building regulations by June 2008 	V N Mpila M Memela
<i>(Office of Municipal Manager)</i>					

<i>Infrastructure Development (cont)</i>					
Spatial Planning	<ul style="list-style-type: none"> To complete the formulation of the Land Use Management System (LUMS) for ALM To facilitate the completion of existing Land Tenure Upgrading projects and also facilitate the allocation of funding for new projects. To budget for and implement new town planning projects in informal and green-fields areas To guide planning and development initiatives to achieve an aesthetically pleasing area that is safe, practical and economically viable. To ensure modern, effective infrastructure to respond to the challenges of growth and economic diversification 	<ul style="list-style-type: none"> An approved LUMS for ALM Number of LTU Projects completed and handed over to ALM Number of new aesthetic townships planned/developed and number of informal areas formalised 	<ul style="list-style-type: none"> LUMS for 100% of ALM 100% of residents in LTU Projects areas with Title Deeds % of residents allocated sites in new township and residents in informal settlements with upgraded tenure 	<ul style="list-style-type: none"> LUMS document for ALM by June 2008 Completion of all existing LTU projects by June 2008 <p>One new aesthetic township establishment project completed by June 2008</p>	V N Mpila S Mabuyakhulu
<i>(Office of Municipal Manager)</i>					

KPA 2: Local Economic and Social Development					
2.1 Economic Development					
Priority Issue [Programme]	Objective	Measures		Target & Date	
		Output	Outcome		
Local Economic Development	<ul style="list-style-type: none"> To formulate and implement an LED Strategy for ALM To create jobs and alleviate poverty in ALM To market the business opportunities in ALM To form partnership with local hospitality, tourism industry, Chamber of Commerce, community groups and private sector to promote economic development To develop an issue-specific protocol to guide responses to enquiries about economic development opportunities within ALM. 	<ul style="list-style-type: none"> Number of job opportunities created Number of SMME's promoted through the LED Strategy 	<ul style="list-style-type: none"> % of economic growth or GDP contribution to the province 	Creation of 1000 job opportunities by June 2008	V N Mpila W M Mkhwanazi N Zikalala
<i>(Office of Municipal Manager)</i>					

KPA:					
2.2 Social Development					
Priority Issue [Programme]	Objective	Measures		Target & Date	
		Output	Outcome		
Environmental Management	<ul style="list-style-type: none"> To develop and implement an Integrated Environmental Management Plan for ALM To ensure compliance with environmental management legislation and policies 	<ul style="list-style-type: none"> Number of new developments/projects for which the EIA process has been done 	<ul style="list-style-type: none"> % of projects done in compliance with the NEMA 	Sustainable development in line with Agenda 21 by June 2008	W M Mkhwanazi
Social Welfare	<ul style="list-style-type: none"> To Initiate and support poverty alleviation projects in ALM To promote improvement of the living standards of poor households within the municipal area 	<ul style="list-style-type: none"> Number of poverty alleviation projects in ALM 	<ul style="list-style-type: none"> % of poor households benefiting from the poverty alleviation projects in ALM 	30% increase in the number of poor households benefiting from poverty alleviation projects by end June 2008	V N Mpila W M Mkhwanazi
Education	<ul style="list-style-type: none"> To support through planning the establishment of new schools and training centres in the municipal area 	Number of schools and training centres established in the municipal area	% of learners and scholars with proper education infrastructure to pursue their studies	All educational infrastructure development in the IDP by June 2008	W M Mkhwanazi
Sports and Recreation	<ul style="list-style-type: none"> To facilitate the development of various types of sporting facilities within the municipal area 	Number of sports and recreation facilities developed	% of inhabitants having access to sports and recreation events at the municipal area facilities	10000 inhabitants attending major sporting and recreational events by June 2008	W M Mkhwanazi
Arts, Culture and Heritage	<ul style="list-style-type: none"> To promote arts, culture and heritage in ALM To compile a database of arts, culture and heritage sites within ALM 	Number of arts, cultural and heritage sites in ALM	% of arts, culture and heritage sites promoted and supported by ALM	Database of 80% of arts, culture and heritage sites by June 2008	V N Mpila S Mabuyakhulu
<i>(Office of Municipal Manager)</i>					

KPA 3: Institutional Development (Dept: OMM)					
Priority Issue [Programme]	Objective	Measures		Target & Date	
		Output	Outcome		
Integrated Development Planning	<ul style="list-style-type: none"> To do integrated development planning for the whole organization in terms of chapter 5 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) 	An IDP document approved by Council in terms of the Act	% of stakeholders claiming ownership of the approved IDP document	An approved IDP by May 2008 with 100% of stakeholders having been consulted during its formulation	V N Mpila
Training and Skills Development	<ul style="list-style-type: none"> To develop and improve the skills of the staff in the department To continue to review personnel development policies 	Number of employees achieving Personal Development Plan targets	% of staff performing better and contributing to increased productivity	100% of the departmental staff attending at least one training and capacity building programme by June 2008	V N Mpila
Organisational Infrastructure	<ul style="list-style-type: none"> To create a work force and environment that is favorable to new and effective ways of doing things 	Provision of up to date office machinery and equipment	% of departmental staff with proper office tools, machinery and equipment	100% of departmental staff well equipped to perform their duties by June '08	V N Mpila
Marketing and Corporate Image	<ul style="list-style-type: none"> To develop and implement a Marketing Strategy for ALM To embark on a process to design and formulate a flag for ALM To stimulate and participate in opportunities to market and profile our area and community To work with the community to attract sports and entertainment, cultural and trading activities To work with the Business Forum and/or Chamber of Commerce and the Provincial Government to market ALM as a tourists destination To develop and maintain documentation and promotional material for the community to use in its efforts to attract attention to opportunities in the municipal area. 	<ul style="list-style-type: none"> Approved Marketing Strategy and Municipal Flag Number of Sports and Cultural activities supported Number of marketing related campaigns, meetings, etc conducted to promote the municipality 	<ul style="list-style-type: none"> % of stakeholders involved and their satisfaction index 	Regular marketing of ALM as an area of ample business and tourism opportunities by December 2007	V N Mpila
Policies and Bylaws	<ul style="list-style-type: none"> To formulate policies and bylaws relevant to the operations of the directorate 	<ul style="list-style-type: none"> Number of policies and bylaws developed 	<ul style="list-style-type: none"> % of total policies required for directorate developed 	95% of the total required policies and bylaws in place by June 2008	V N Mpila W M Mkhwanazi

KPA 4: Democracy and Governance (Dept: OMM)					
Priority Issue [Programme]	Objective	Measures		Target & Date	
		Output	Outcome		
Service Delivery Standards (Batho Pele)	<ul style="list-style-type: none"> To strive for fairness and equity in the delivery of our services To develop a communication and public participation strategy to ensure that the community and all stake holders participate in the processes of the municipality To ensure regular consultation between communities and ward councilors To implement the department's Service Delivery Charter 	Number of customer complaints received and attended to in terms of the department's Service Delivery Charter	% reduction in the number of customer complaints.	<ul style="list-style-type: none"> 100% compliance with the department's Service Delivery Charter by July 2007 Communication and Public Participation Strategy in place by July '07	V N Mpila W M Mkhwanazi S Mabuyakhulu M Memela
Performance Management Systems	<ul style="list-style-type: none"> To develop and implement a Performance Management System in line with the approved Performance Management Framework of ALM To ensure the implementation and updating of the approved PMS To implement the approved Performance Management Policy of ALM To compile and submit Performance reports in terms of the approved PMS To facilitate the formulation and proper functioning of an Audit Committee for ALM To compile an Annual Report 	Number of Performance Reports compiled at the appropriate intervals	% of performance reports compiled and submitted to the appropriate structures for consideration	100% compliance with the Performance Management System by end of June 2008	E Le Grange Departmental staff V N Mpila
Community Participation	<ul style="list-style-type: none"> To ensure the participation of all stakeholders as provided in chapter 4 of the Local Government: municipal Systems Act, 2000 (Act No 32 of 200) 	Number of stakeholders for a and other community meetings held	% of stakeholders actually participating	Participation of all stakeholders in the affairs of the municipality affecting their lives	V N Mpila
<i>(Office of Municipal Manager)</i>					

KPA 5: Financial Management					
Priority Issue [Programme]	Objective	Measures		Target & Date	
		Output	Outcome		
Financial Management	<ul style="list-style-type: none"> • To manage the financial resources of the directorate in terms of the MFMA • To identify, plan and pursue opportunities in order to increase the revenue base of the municipality • To develop a set of specific performance measurements to ensure that the departmental budget is spent effectively and efficiently • To review the tariffs for services rendered by the department 	Total of departmental budget spent in terms of the MFMA	% of budget allocation spent in terms of the MFMA	100% of the budget spent in terms of the MFMA by end of June 2008	E Le Grange
<i>(Office of Municipal Manager)</i>					

B: FINANCE

Municipal Goals, Objectives and Measures:

KPA : Financial Management					
Priority Issue [Programme]	Objective	Measures		Target & Date	
		Output	Outcome		
Financial Viability and Management	<p>To ensure sound financial management practices implemented in terms of the MFMA (Act 56 of 2003) priorities & timeframes</p> <ul style="list-style-type: none"> • Approved MFMA implementation plan. A three (3) year plan from 2005 - 2008 • Multi year budget compiled & approved • Upgrading of the Financial System. A two (2) year project from 2006/07 to 2007/08 • Compilation of Financial Statements in terms of GAMAP / GRAP • Municipal finance viability targets. An on-going objective • Turn around payment of trade & sundry creditors • Cash Flow Management <p>Compile an Asset Register in terms of the GAMAP / GRAP requirement. A three (3) year project 2006/07 – 2008/09</p>	MFMA implementation plan in place & to comply	Compliance	30 June 2008	Dir.Finance
		approved budget	Budget document	31 May of each year	
		Integrated upgraded Financial System	Improvement on efficiency and effectiveness of service delivery	30 June 2008	
		Approved Financial Statements	Unqualified audit reports & statements	31 August of each year	
		Reduce growth of the outstanding debtors books	5 % reduction of debtors	30 June 2008	
		Payment of all trade & sundry creditors within the 30 days period after rec of an invoice / claim			
		Ensure proper management & control over cash available for monthly commitment. Maximise investment	Provide monthly reports to show monthly commitments that has been made	On-going	
		To finalize the preparation phase of the asset register	A progress report on the achievement of the asset register preparation phase	On-going. Monthly	
	Compilation of a general valuation roll in terms of the Municipal Property Rates Act (Act 06 of 2004). A three year project from 2005/06 – 2008/09	Approved valuation roll in terms of the Municipal Property Rates Act	Implemented property valuation roll	30 June 2008	

KPA: MUNICIPAL TRANSFORMATION AND ORGANISATIONAL DEVELOPMENT (DEPT FINANCE)					
Priority Issue [Programme]	Objective	Indicators		Target & Date	
		Output	Outcome		
Municipal Transformation & Organisational Development	Performance Management System (PMS) aligned to the approved IDP	Achieve KPA 's outlined in the performance agreement	Quarterly performance management review reports	30-06-2008	
	Effective administration & organizational systems, financial policies & implementation <ul style="list-style-type: none"> • Develop new policies • Review of all existing policies 	Implementation of effective administration system	Approved new & reviewed policies	30-06-2008	
Good Governance & Public Participation	Provide an effective supply chain management service through the supply chain management office as required by Chapter 11 of the MFMA (Act 56 of 2003)	An effective & efficient supply chain management processes	Monthly reports of the supply chain management processes	30-06-2008	
	Procedures & Processes adhere to in terms of Community Participation in terms of the Municipal Systems Act and the MFMA	Compliance with Chapter 11 of the MFMA Ensure that communities are consulted on financial matters and budget processes through the municipal program / budget program	Community involvement and inputs captured	30-06-2008	
<i>(Finance)</i>					

KPA: BASIC SERVICE DELIVERY (DEPT: FINANCE)					
Priority Issue [Programme]	Objective	Indicators		Target & Date	
		Output	Outcome		
Basic Service Delivery	Accelerate the provision of Free Basic Service to registered indigents	To ensure registered indigents receives / benefit from the Free Basic Services program	Percentage increase on the provision of FBS Monthly status quo reports on FBS provision	10% increase by 30/06-2008	
	Compliance with the provision of the Batho Pele Objectives	Establish a customer service help desk	Operative customer service help desk and minimise unattended complaints	50% improvement by 30/06/2008	
	Increase in payment of Municipal Service by 10%	Achieve 60% debt recovery rate for the 2007/08 financial year through a proper billing system and debt recovery strategy	Monthly reports of debtors showing the % of payment	30 June 2008	
(Finance)					

C. TECHNICAL SERVICES

Municipal Goals, Objectives and Measures:

WATER					
PROJECT NAME / PRIORITY ISSUE	OBJECTIVE	MEASURES/ INDICATOR		TARGET / DATE	
		OUTPUT	OUTCOME		
One Borehole at De-Wet	1) To ensure access to basic water services to every household within Albert Luthuli Local Municipality in order to meet the millenium target (2008) 2) To eradicate a backlog of 4,849 households without adequate access to water services	80% of backlog eradicated	3880 households provided with access to clean water	`30-Oct- 2007	
Water Reticulation and Yard connections in the are of Aerelini.(Hartebeeskop area)				30-Oct-2007	
Yard connection in Extention 5-4 streets				30-Oct-2007	
Bulk water supply (Ndonga)				30-Mar-2008	
Reservoir in Ndonga				30-Mar-2008	
Provision of Boreholes and Water Tanks				30-Oct-2007	
Boreholes to areas in ward 4 not serviced				30-Oct-2007	
Yard connections in Dundonald				28-Feb-2008	
Boreholes at Ngodini 1&2)				30-Nov-2007	
Water reticulation in Magethini				30-Nov-2007	
Completion of Water reticulation including yard connections in Nhlazatshe 1				30-Nov-2007	
Water reticulation in Nhlazatshe 2, 4a and c				30-Dec-2007	
Provide yard connections in Silobela Ext 3 and 4 (1100)				30-Mar-2008	
Water Conservation and Demand Management planning and implementation through out the Municipality (Standby Generators).				30-Mar-2008	
Yard connections for 250 people				30-Dec-2007	
19 Boreholes in the farm areas				30-Dec-2007	
Water reticulation to Mantjolo					

SANITATION					
*Provision of VIPs to Section D, C, B & D at Diepdale, Half of Syde, De-Wet and Nordeen.	1) To provide access to basic sanitation services to all households in Albert Luthuli in order to meet the □radicate□ targets (2010) 2) To □radicate a backlog of 30,484 households which is without adequate sanitation	Backlog reduced by 16%	4800 households provided with basic sanitation	Multi year proj	
*VIP toilets in Fernie				Multi year proj	
*VIP toilets at Ndonga				28-Feb-2007	
VIP Toilets (Block 1,2,3,4 &5).				28-Feb-2007	
*Provision of VIP toilets Empuluzi				30-Nov-2007	
*VIP toilets – 1444 Connection of toilets in Oshoek, Teekloof and Hartebeeskop				30-Nov-2007	
*Provision of VIPs in Nhlazatshe 1 and surrounding areas				30-Mar-2008	
Provision of sewer network in Elukwatini C and Shiba village				28-Feb-2008	
*Provision of VIPs Slovo, Redhill and Glenmore				30-Mar-2008	
VIP toilets in the ff areas: Ekulindeni, Nhlaba, Kranskop, Jossefsdal, Enkanini, Sahulube and Shugulu, RDP				30-Nov-2007	
*VIP toilets at Tjakastad				28-Feb-2008	
Provide sewer networks at Silobela Ext 3 and 4				28-Feb-2008	
304 VIP toilets in Dlamini A- D				28-Feb-2008	
*Provision of VIPs in Mbetjeka				28-Feb-2008	
*VIPs at Nhlazatse and Surrounding areas				28-Feb-2008	
*VIPs at Nhlazatse and Surrounding areas				28-Feb-2008	
VIPs at Themba CPA, Haarlem, Ka-nel farm, Brakspruit, Carolina.				28-Feb-2008	
Sewerage at Zenzeleni, Vivian & Nando's section.				30-Mar-2008	

ROADS AND STORM WATER					
Surfacing of road to Ext 5	To provide appropriate road and stormwater infrastructure for the purpose of promoting easy access to various parts of the municipality especially to schools and major public facilities.	1.2% of gravel roads surfaced	10km access roads constructed.	30-Mar-2008	
Completion of Ring road- Mkhumula to Pitoli				28-Feb-2008	
Construction of footbridges at Ndonga, white city graveyard and methula river, Dumbarton				30-Nov-2007	
Provision of Footbridges throughtout ALM.				30-Nov-2007	
Surfacing of road at Mpuluzi and surrounding areas.					
Surfacing of road at Nhlazatse and Surrounding areas				30-Mar-2008	
Prevention of Donga erosion				30-Mar-2008	
Pedestrian bridges				30-Nov-2007	
2X Footbridges for Suncity and Mafufumbe				28-Feb-2008	
Roads in Hartebeeskop, Oshoek, Mashonamini, Smithfield, Sthobela to Maseko and Holeka				30-Mar-2008	
Storm water drainage for Nhlazatshe 6 road.				28-Nov-2007	
Bridge at Nhlaba				28-Feb-2008	
Surfacing of Tjakastad ringroad (Clinic to Community Hall)				28-Feb-2008	
Roads and Stormwater drainage for access roads to top Center Mahlabathini, Mabovini and Rockville				30-Mar-2008	
Footbridges at Malahleka				30-Nov-2007	
Surfacing of main road in Phase x and Silobela South.				30-Mar-2008	
Bridges at Kalwerskraal				30-Nov-2007	

ELECTRICITY					
Electrification of Khuzulwandle, Malahleka, Ediphini and RDP houses	1) To provide every household with access to basic electricity services in order to meet the millenium targets (2012) 2) To eradicate a backlog of 16,604 households which is without electricity	backlog reduced by 8.4%	1400 households provided with access to basic electricity.	`30 Mar 2008	
High Mast lights				30-Nov-2007	
1007 houses electrification in				30-Mar-2008	
Dlamini A and D				28-Feb-2008	
246 household electrification				28-Feb-2008	
Provision of prepaid meters in Badplaas town				30-Mar-2008	
50 houses electrified, no poles & lines				30-Nov-2007	
100 houses without electricity but have lines.				30-Nov-2007	
Extension 2 & 3, 200 connections				30-Nov-2007	
Mayflower Stadium	To assist sister departments in ensuring that their needs are adequately addressed.	Construction completed according to required stands.	Community provided with access to recreational facilities.	`30 Mar 2008	
Establishment of the cultural centre at Oshoek				30 Feb 2008	

OPERATION AND MAINTENANCE.					
WATER					
Maintenance of water reticulation network,Reservoirs and water purification plants.	1) To continuously utilize available infrastructure to its optimal capacity. 2) To develop a turn around strategy that shall enable quick response to breakdowns. 3) To outsource the quality testing of water in order to comply with the minimum DWAFstandards for portable drinking water.	To improve the quality of service delivery.	1) Complaints by community significantly reduced 2) Quality of water complying with DWAF guidelines.	30-Jun-08 30-Jul-07 30-Jul-07	
SANITATION					
Maintenance of sewer and Sanitation infrastructure	1) Purify the sewer effluents as per DWAF guidelines. 2) Maintain the UDS system as per DWAF guidelines. 3) Quick response to sewer blockages.	To comply with DWAFstandards on the purification of sewer effluents.	Quality of final effluents as per DWAF standards	30-Jul-07	
Outsourcing of maintenance of water and sewer purification plants.	1) Maximise performance of water works.	To promote Batho Pele principles outsource certain operational functions.	Community satisfaction realised water works functioning optimally.	30-Jul-07 30-Jul-07	
Roads and Storm Water Maintenance	To Maintain our Roads to acceptable drivable standards.	Sufficient machinery and plant provided to execute appropriate maintenance.	1) Necessary and appropriate plant purchased.	30-Jun-08	

			2) Roads maintained to acceptable standards.		
ELECTRICITY MAINTENANCE	Maintain electricity network as per Eskom standards	develop maintenance standards.	compliant to Eskom and NERSA standards.	30-Sep-07	
Electricity Ring Fencing	To comply with EDI	appoint a Consultant to ring fence electricity assets and finances.	Electricity division ringfenced according to EDI standards.	30-Mar-08	
Buildings					
Maintenance of Buildings	To facelift the image of the Municipality.	Renovation of buildings	Buildings renovated as per the allocated budget.	30-Jun-08	

D. COMMUNITY SERVICES

Municipal Goals, Objectives and Measures

KPA: 1. Infrastructure Development and Service Delivery					
Priority Issue [Programme]	Objective	Indicators		Target	Responsible Person
		Output	Outcome		
Libraries	<ul style="list-style-type: none"> To promote a culture of reading in the community To promote research To provide books and IT software To provide Internet and email Services to the community Promote library services at all schools in the municipality 	<ul style="list-style-type: none"> Number of people in the community with access to information and other library services 	<ul style="list-style-type: none"> % increase in literacy 	<ul style="list-style-type: none"> Provision of library services to 5000 learners and community members by June 2008 	
Waste Management and Refuse Removal	<ul style="list-style-type: none"> To ensure that the refuse removal and street cleaning services are properly operated and managed To ensure that each household or property have dustbins to be able to render an effective service. To minimize illegal dumping and littering To ensure that refuse removal service in peri-urban and rural areas is rendered. To reduce land pollution by addressing illegal dumping To develop and implement an Integrated Waste Management Plan 	<ul style="list-style-type: none"> Number of households with access to waste management and refuse disposal system Number of dustbins provided to households Number of households which have access to refuse removal services An approved Integrated Waste Management plan for ALM 	<ul style="list-style-type: none"> A clean and healthy environment Integrated waste management services provided % reduction in number of illegal dumping and littering 100% compliance with the NEMA 	<ul style="list-style-type: none"> Clean and hygienic towns by 30 June 2008 1000 dustbins distributed by 30 June 2008 30% increase in the households satisfaction index by June 2008 	Operational Managers J P Ngubeni Team Leaders and EHP's

Priority Issue [Programme]	Objective	Indicators		Target	Responsible Person
		Output	Outcome		
Cemeteries and Parks	<ul style="list-style-type: none"> To support the development of parks, recreation and cultural facilities in partnership with community organizations To upgrade facilities at existing cemeteries To ensure sufficient capacity of cemetery facilities To provide cemetery facilities centrally located throughout the municipal area To provide basic funeral services for unknown and indigent persons 	<ul style="list-style-type: none"> Number of developed parks, recreational and cultural facilities Infrastructure and Investment Model developed and implemented Number of cemeteries Number of pauper burial provided 	<ul style="list-style-type: none"> Improved quality of life % of cemeteries upgraded % of unknown and indigent persons who received pauper burial 	<ul style="list-style-type: none"> 35% of community members utilising these facilities by June 2008 	J P Ngubeni B N Themba Team Leaders
2. Social Development					
Priority Issue [Programme]	Objective	Indicators		Target	Responsible Person
		Output	Outcome		
Primary Health Care Services	<ul style="list-style-type: none"> To ensure compliance with health standard requirements To ensure comprehensive Health Care services 	<ul style="list-style-type: none"> Number of awareness programmes and campaigns conducted Number of patients receiving PHC Service 	<ul style="list-style-type: none"> % reduction in cases of communicable diseases Change in community behaviour % of the community having access to PHC 	<ul style="list-style-type: none"> < 15 cases a month 50 000 patients visiting clinics annually 	Prof. Nurses
Environmental Health	<ul style="list-style-type: none"> To provide Environmental Health services for the entire ALM area To conduct environmental health awareness in the community To conduct regular inspections on public and private business premises in the municipal area 	<ul style="list-style-type: none"> Number of inspections conducted in a month Number of environmental awareness campaigns conducted 	75% Increase in the number of business and public institutions complying with the National Health Act, 63 of 2003 and the Regulations under that Act.	<ul style="list-style-type: none"> To conduct 1000 environmental health inspections in ALM by June 2008 	EHP B N Themba

Multi Purpose Community Centres (MPCC)	<ul style="list-style-type: none"> To provide office space and accommodation for other organisations to render essential services to the community To lobby sector departments, parastatals and private organisations to render services To render proper management for the MPCC To extend Empuluzi MPCC building To co ordinate and give support to Umsobomvu programmes in ALM 	<ul style="list-style-type: none"> Number of departments and other institutions rendering a service at the MPCC Number of youth having access to Umsobomvu programmes 	<ul style="list-style-type: none"> % of space occupied in the MPCC and the various services available at the MPCC % of informed youth about government programmes % of youth who have received bursaries % of youth able to compile business plans and CV's 	<ul style="list-style-type: none"> Total occupation of the available space in the MPCC and rendering of daily services by December 2007 50% youth benefit from government programmes by June 2008 	<p>J P Ngubeni B N Themba M Mgcina</p>
Social Welfare	<ul style="list-style-type: none"> To improve the living standards of poor households within the municipal area 	Number of households with improved living standards and conditions	<ul style="list-style-type: none"> % of households with improved standards of living 	<ul style="list-style-type: none"> 30% increase in the household satisfaction index by June 2008 	
Sports and Recreation	<ul style="list-style-type: none"> To develop various types of sporting facilities within the municipal area 	Number of sports and recreation facilities developed	% of inhabitants having access to sports and recreation events at the municipal area facilities	100000 inhabitants attending major sporting and recreational events by 2008	Team Leaders
Arts and Culture	To promote arts and preservation of our culture and heritage sites in our municipality area.	Number of sites identified and preserved	% of preserved and properly maintained cultural and historical sites	50 % residents exposed to Arts & Culture information	
HIV and AIDS	<ul style="list-style-type: none"> To create continuous awareness campaigns To develop programmes and ALM strategy To strengthen partnership with stakeholders and government departments To develop community care projects To coordinate care and support for orphans and PLWHA 	<ul style="list-style-type: none"> Number of awareness campaigns ALM strategy document ALM programme Reduction of new infection LAC 	<ul style="list-style-type: none"> % of orphans with birth certificate and access to govt. grant % of care givers % of places o care % of reduced new infection % of people with access to treatment 	<ul style="list-style-type: none"> 5 000 youth per quarter 200 Mine workers per quarter 200 Farm communities per quarter Sex Workers and truckers - ongoing 	<p>B N Themba EHP</p>

3. Institutional Development					
Training and Skills Development	<ul style="list-style-type: none"> To develop and implement the skills development plan To continue to review personnel development policies 	Number of employees achieving Personal Development Plan targets	Performing employees contributing to productivity	75% of employees achieving PDP targets by June 2008	
4. Good Governance and Public Participation					
Service Delivery Standards (Batho Pele)	<ul style="list-style-type: none"> To strive for fairness and equity in service delivery To ensure regular consultation between communities and ward councilors To provide support and improve functioning of ward committees <p>To implement a customer services system</p>	Service standards plan developed Regular consultations Administrative and capacity support Customer service standards developed and implemented – Batho Pele	<ul style="list-style-type: none"> Compliance with customer standards Adequate representation of community issues Improved functioning of ward committees High standard of service 	<p>100% compliance and customer satisfaction by 2008</p> <p>Service Delivery Charter fully implemented by 1 July 2007</p>	J P Ngubeni B N Themba
5. Municipal Financial Viability and Management					
Priority Issue [Programme]	Objective	Indicators		Target	Responsible Person
		Output	Outcome		
Financial Management	<ul style="list-style-type: none"> To develop a set of specific performance measurements to ensure that budgets are spent effectively and effectively, with budget limits To review procurement policies policy to ensure efficient process To ensure that tariffs for all services remain affordable Financial Management of Departmental Budget in terms of the MFMA Budget aligned to development and service delivery targets that the department is accountable for as set out in the adopted IDP 	<ul style="list-style-type: none"> Total departmental budget spent in terms of the MFMA 	% of services budgeted for implemented	100% implementation of budgeted services	J P Ngubeni

E. CORPORATE SERVICES

Municipal Goals, Objectives and Measures:

KPA: 1 INSTITUTIONAL DEVELOPMENT ADMINISTRATION					
PRIORITY ISSUE (PROGRAMME)	OBJECTIVE	MEASURES		TARGET & DATE	Responsib le Person
		OUTPUT	OUTCOME		
Municipality Buildings and facilities	<ul style="list-style-type: none"> * To ensure that municipal buildings are user friendly and accessible to people with disabilities. * To ensure the extension of life span of the buildings. * To promote positive & good image towards the public. * To provide adequate furniture and equipments to all municipal buildings. 	<ul style="list-style-type: none"> * Number of municipal buildings provided with ramps for people with disabilities. * Number of municipal buildings with an extended lifespan. * Increase number of end-users. * All municipal buildings having furniture and equipment. 	<ul style="list-style-type: none"> *% of municipal buildings where people with disabilities have easy access . *Number of Municipal Buildings renovated. *Improved service delivery. 	<ul style="list-style-type: none"> *100% of municipal buildings provided with access facilities for people with disabilities by 30 April 2008 *75% of all Municipal buildings renovated by 30 June 2008 *100% of all municipal buildings having furniture and equipment by 31 March 2008 	
Information & Communication Technology (ICT)	<ul style="list-style-type: none"> * To provide for Communication. Strategy . * To afford public, access to information. 	* Offices connected with ICT.	* Improved Service Delivery	*100% offices connected by 31 March 2008	
		*Reduced number of queries lodged with the municipality	* Well informed public.	Ongoing	

Document management system	<p>* To provide proper & accurate documentation management process.</p> <p>* To improve internal documentation and communication strategy.</p>	<p>*Municipal documents are processed electronically.</p> <p>*Electronic filing system</p>	<p>*Improved information services.</p> <p>* Proper filing & easy access to information.</p>	<p>*100% of all Municipal documents processed electronically by 31 Dec 2007</p> <p>*100% electronic filing system 31 Dec 2007</p>	
Electronic minutes recording device	* To provide for accurate & proper capturing of minutes.	* Accuracy of minutes capturing.	* Improved minutes recording.	*100% of accurate minute taking 31 Oct 2007	
HUMAN RESOURCE					
Capacity building	* To maximise leadership, individual and organisational capacity in order to deliver quality service to the community of Albert Luthuli Municipality.	* Number of staff and councillors trained in order to achieve the personal development plan targets.	*Improved productivity and service delivery.	50% of total staff trained in order to achieve PDP targets by 30 June 2008	
Performance and development management	* To promote a culture of high performance and productivity amongst all the employees and administrators	* Performance agreements are signed by all senior managers (Directors, Deputy Directors, Assistant Directors)	* To have an approved performance management and development policy	*All employees by 30 Sept 2008	
Employee Assistance Programme	* To provide constructive assistance to every employee, who is experiencing any form of personal problems	* Employee Assistance Programme that offers increased productivity, retention of good staff and reduced workplace accidents.	* To have a functional Employee Assistance Unit	*All employees by 30 June 2008	
Staff components and recruitment	*To achieve employment equity targets by recruiting, promoting and training employees in accordance to the municipal goals.	*All vacant posts filled in accordance to municipal employment equity targets.	*Staff composition that is compliant to the Equity legislation.	*Employees and applicants from the previously disadvantaged background by 30 September 2008	

KPA: GOOD GOVERNANCE					
Land administration	<ul style="list-style-type: none"> * To provide erven for development . * To provide for land invasion control measures . 	<ul style="list-style-type: none"> * Number of people officially occupying land. * Minimum land invasion . 	<ul style="list-style-type: none"> *50 % provision of erven to community . * Legal occupation of land . 	30 June 2008 31 Aug 2007	
Council chamber	<ul style="list-style-type: none"> * To provide for proper & decent council structure for council meetings . * To provide for adequate space for Council sitting. 	<ul style="list-style-type: none"> * provision of council chamber. 	<ul style="list-style-type: none"> * Improved image of the municipality. 	30 June 2008	
Ward Committees	<ul style="list-style-type: none"> * To provide for administrative support (office space & equipments). 	<ul style="list-style-type: none"> * 22 ward committees provided with office space and equipments. 	<ul style="list-style-type: none"> * Improved community participation and service delivery. 	<ul style="list-style-type: none"> *All ward committees provided with office space and equipments by 30 June 2008 	
Batho Pele	<ul style="list-style-type: none"> * To educate municipal employees on the Batho Pele principles. * To ensure that all municipal buildings comply with these principles in terms of signage. 	<ul style="list-style-type: none"> * Number of municipal employees workshopped on Batho Pele principles. * Number of offices provided with signs and names boards. 	<ul style="list-style-type: none"> * Changed behaviour and attitude among municipal employees. * Reduce number of clients landing in incorrect offices. 	100% of all employees workshopped by 30 June 2008	
Policies and by-laws	<ul style="list-style-type: none"> * To apply effective control & punitive measures *To regulate municipal processes & procedures * To afford public, access to information * To provide for effective and efficient governance in the municipality 	<ul style="list-style-type: none"> *Policies and by – laws developed & reviewed. 	<ul style="list-style-type: none"> *Improved adherence to laws & regulations. 	<ul style="list-style-type: none"> *75% of policies and by-laws developed and reviewed by 30 June 2008 	

KPA: Financial Management					
Priority Issue [Programme]	Objective	Measures		Target & Date	
		Output	Outcome		
Financial Management	<ul style="list-style-type: none"> • To manage the financial resources of the directorate in terms of the MFMA • To identify, plan and pursue opportunities in order to increase the revenue base of the municipality • To develop a set of specific performance measurements to ensure that the departmental budget is spent effectively and efficiently • To review the tariffs for services rendered by the department 	Total of departmental budget spent in terms of the MFMA	% of budget allocation spent in terms of the MFMA	100% of the budget spent in terms of the MFMA by end of June 2008	

(Corporate Services)

F. PUBLIC SAFETY

Municipal Goals, Objectives and Measures:

KPA 1 : INFRASTRUCTURE DEVELOPMENT AND SERVICE DELIVERY					
Priority Issue [Programme]	Objective	Indicators		Target	
		Output	Outcome		
Public Transport Services and Infrastructure	<ul style="list-style-type: none"> To promote the provision and upgrading of public transport facilities To promote the use of public transport over private car travel To promote the provision of accessible public transport services in close proximity to households in order to address the user needs of pensioners, aged, disabled and scholar passengers 	Number of Taxi Ranks, Bus Terminals public transport facilities constructed	% increased number of formal Taxi Ranks, Bus Terminals and stops with basic amenities like lighting, shelter and ablution facilities provided within acceptable walking distance to activity areas	<ul style="list-style-type: none"> 5 Taxi Ranks by 30 June 2008; 60 Bus Terminals and transport facilities provided within ALM by 30/06/08 	Dir. Public Safety
Pedestrian, non-motorised transport and Infrastructure	<ul style="list-style-type: none"> To promote the provision of pedestrian infrastructure and facilities that will improve pedestrian safety and mobility To promote the development of management systems for the designing, maintenance or rehabilitation of pedestrian infrastructure to avoid deficiencies in the planning, design, implementation and maintenance phases of road infrastructure To promote the safe use of non-motorised transport 	<ul style="list-style-type: none"> Number of bicycle paths constructed Number of pedestrian pathways constructed Number of routes for animal drawn carts constructed Number of new roads designed and constructed with pavements/pedestrian facilities Number of pedestrian pathways and bicycle paths integrated into the existing road infrastructure 	<ul style="list-style-type: none"> % increase in the number and standards of pedestrian, non-motorised facilities within ALM % reduction in the number of pedestrian injuries and fatalities due to the lack of pedestrian, non-motorised transport facilities % reduction in the level of deterioration of pedestrian infrastructure 	<ul style="list-style-type: none"> 15 km roads/streets designed, constructed or modified to improve pedestrian mobility with safety by 30 June 2008 	Dir. Public Safety
Traffic Regulation	<ul style="list-style-type: none"> To promote the upgrading of the road infrastructure for improved safety and 	No. of traffic lights and signals installed	% decrease in the number of	Two of traffic lights and signals provided	Dir. Public Safety

KPA 1 : INFRASTRUCTURE DEVELOPMENT AND SERVICE DELIVERY

Priority Issue [Programme]	Objective	Indicators		Target	
		Output	Outcome		
and road safety Infrastructure Development	mobility of road users <ul style="list-style-type: none"> To promote reduction of public liability claims against the road authority by improving traffic regulation and road safety infrastructure To promote the establishment of a heavy motor vehicle route in Carolina Town 	at specified locations <ul style="list-style-type: none"> No. of speed humps and or irritators constructed at specified locations One road safety audit held 	identified hot spots or hazardous locations % reduction in the number of road traffic collisions that may result injuries and fatalities due to the lack of traffic regulatory infrastructure	by 30 June 2008 <ul style="list-style-type: none"> 72 speed humps and or irritators provided by 30 June 2008 One road safety audit in ALM to be held by 09/07 	
	<ul style="list-style-type: none"> To safeguard Council's assets and employees 	<ul style="list-style-type: none"> Procurement and Installation of CCTV cameras in municipal buildings Procurement of firearms 	<ul style="list-style-type: none"> % improvement in access control to municipal buildings and improved safety of councils employees and assets % reduction in asset theft/loss and uncontrolled access to council's property 	<ul style="list-style-type: none"> CCTV camera's and monitoring systems installed at strategic locations by 30 June 2008 	Dir. Public Safety
	<ul style="list-style-type: none"> To improve response time 	<ul style="list-style-type: none"> Procurement of a rapid response vehicle 	<ul style="list-style-type: none"> % improvement in the response time % improvement in the facilitation of reporting and investigation of incidents 	<ul style="list-style-type: none"> Achievement of 60 min response by 30 June 2008 	Dir. Public Safety
	<ul style="list-style-type: none"> To promote the provision of infrastructure for fire and rescue To provide fire and rescue services at all units and to improve response time to emergency and rescue calls 	<ul style="list-style-type: none"> Number of fully equipped and operational Mobile Fire Fighting Units procured and deployed at units 	<ul style="list-style-type: none"> % reduction in the number of lives and property destroyed by fire % increase in the number of units equipped with operational fire fighting units 	<ul style="list-style-type: none"> Provision of fire fighting and rescue services at all units by 30 June 2008 	Dir. Public Safety

KPA 1 : INFRASTRUCTURE DEVELOPMENT AND SERVICE DELIVERY					
Priority Issue [Programme]	Objective	Indicators		Target	
		Output	Outcome		
		<ul style="list-style-type: none"> Construction of one disaster management centre in ALM 	<ul style="list-style-type: none"> Improved co-ordination and response times 	<ul style="list-style-type: none"> Establishment of a disaster management centre by June 2008 	
		<ul style="list-style-type: none"> Fire Station constructed 	<ul style="list-style-type: none"> % improvement in the efficiency of fire brigade services 	<ul style="list-style-type: none"> Construction of one fire station by 30 June 2008 	
		<ul style="list-style-type: none"> Number of rescue equipment procured 	<ul style="list-style-type: none"> % improvement in the efficiency and effectiveness in the provision of fire and rescue service 	<ul style="list-style-type: none"> All wards/units to have fire and rescue services by 30 June 2008 	
Vehicle licensing	<ul style="list-style-type: none"> To promote compliance with National Road Traffic Act and Department of Transport's policies and Standards To promote the development of demand-responsive provision of vehicle registration and licensing services To promote the implementation of regulatory mechanism to combat fraud and corruption in the licensing function 	<ul style="list-style-type: none"> Upgrading of the Driving License Testing Grounds: Carolina Upgrading of the Driving License Testing Centre: Mpuluzi Establishing the Best Practise Model in registration authorities: ALM 	<ul style="list-style-type: none"> % of community having access to efficient and effective registration and licensing services % reduction fraud and corruption 	<ul style="list-style-type: none"> Establishment of the Best Practise Model at eLukwatini and Carolina Registering Authorities by 30 June 2008 Establishment of licensing function at eMpuluzi by 30 /06/08 	Chief licensing officer

KPA 3: GOOD GOVERNANCE AND PUBLIC PARTICIPATION					
Priority Issue [Programme]	Objective	Indicators		Target	
		Output	Outcome		
Transparent and accountable processes and structures	<ul style="list-style-type: none"> Promote public safety initiatives through public participation To ensure collective and inclusive structures for disaster management 	<ul style="list-style-type: none"> No. of community educational awareness activities held No Transport and Disaster Forum meetings held per year Number of disaster management meetings held Disaster management plan 	<ul style="list-style-type: none"> Improved public participation and awareness Improved awareness and participation Improved disaster mitigation measures 	<p>12 community participation programs/forum meetings to be held by 30 June 2008</p> <p>Launch of ALM disaster advisory forum by August 2007</p> <p>Disaster management plan developed and implemented by June 2008</p>	Dir. Public Safety
Service delivery standards (Batho-Pele)	<ul style="list-style-type: none"> To strive for fairness and equity in the provision of services To provide support to committees To promote consultation between communities and council 	<ul style="list-style-type: none"> Service delivery standards for Public Safety Regular consultations 	<ul style="list-style-type: none"> Compliance with Batho Pele Standards 	100% compliance and customers satisfaction	Dir. Public Safety

KPA 4: MUNICIPAL TRANSFORMATION AND ORGANISATIONAL DEVELOPMENT					
Priority Issue [Programme]	Objective	Indicators		Target	Responsible Person
		Output	Outcome		
Capacity Building and Training	<ul style="list-style-type: none"> To promote the recruitment of competent and qualified emergency personnel To promote training and skills development of current staff 	<ul style="list-style-type: none"> Number of employees recruited Number of employees trained 	<ul style="list-style-type: none"> % increase in the number of public safety staff component % improvement in competency 	Successful filling of critical vacant positions by 30 June 2008	

KPA 4: MUNICIPAL TRANSFORMATION AND ORGANISATIONAL DEVELOPMENT					
Priority Issue [Programme]	Objective	Indicators		Target	Responsible Person
		Output	Outcome		
			and productivity		
Policies and By-Laws	<ul style="list-style-type: none"> To formulate policies and by-laws relevant to the operations of the directorate 	<ul style="list-style-type: none"> Number of policies and by-laws developed Disaster management plan implemented 	<ul style="list-style-type: none"> % total required policies and by-laws developed Improved disaster mitigation measures 	<p>Required policies and by-laws in place by June 2008</p> <p>Disaster management plan developed and implemented by June 2008</p>	

KPA 5: MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT					
Priority Issue [Programme]	Objective	Indicators		Target	Responsible Person
		Output	Outcome		
Financial Management	<ul style="list-style-type: none"> To manage the financial resources of the directorate in terms of the MFMA To identify, plan and pursue opportunities in order to increase the revenue base of the municipality To develop a set of specific performance measurements to ensure that the departmental budget is spent effectively and efficiently To review the tariffs for services rendered by the department 	<ul style="list-style-type: none"> Total of departmental budget spent in terms of the MFMA 	<ul style="list-style-type: none"> % of budget allocation spent in terms of the MFMA 	<ul style="list-style-type: none"> 100% of the budget spent in terms of the MFMA by end of June 2008 	

(Public Safety)

5. MEASURES TAKEN OR TO BE TAKEN TO IMPROVE PERFORMANCE

The Strategic Planning Session held on 20 - 22 April 2007 is one of the measures taken to improve the performance of the municipality. During this three-day planning operation the Management Team, Political Office-bearers, Ward Councilors and selected Ward Committee members, Organised Labour and Community Development Workers (CDW's) charted the performance requirements for the financial year, ensuring that all KPA's, KPI's and Targets are clearly understood by all the role-players and that systems and procedures are in place to achieve them.

Due to the poor capacity at Technical Services that led to poor expenditure of MIG funds the Project management Unit functions were outsourced to a private consulting company by the name VCL. It is envisaged that this move will result in a marked improvement in planning, registration and implementation of MIG projects.

Some vacant posts which were considered as critical to the improvement of the performance of the municipality were advertised and filled.

Capacity building and training will be provided to the staff and councilors to enable them to perform according to the requirements.

6. FINANCIAL STATEMENTS FOR THE 2006/2007 FINANCIAL YEAR

The financial statements for the 2006/2007 financial year were compiled within the specified period. The Audited financial statements have been received from the office of the Auditor-General and are attached as annexure B.

7. AUDIT REPORTS

a. INTERNAL AUDIT

- ***INTERNAL AUDIT REPORT ON THE 2006/2007 FINANCIAL STATEMENTS***

The financial statements were not internally audited due to capacity constraints in the Internal Audit unit, there is only one person in the unit.

- ***INTERNAL AUDIT REPORT ON THE REPORT ON THE AUDIT PERFORMED IN TERMS OF SECTION 45***

The internal audit report was not done because there is no Performance Management System in place. The PMS was only approved by Council on 29 May 2007 for implementation from 1st July 2007.

b. AUDITOR-GENERAL

- ***AUDITOR-GENERAL'S REPORT ON THE 2006/2007 FINANCIAL STATEMENTS***

The Auditor-General's report on the 2006/2007 Financial Statements of Albert Luthuli Municipality is attached as Annexure A.

- ***AUDITOR-GENERAL'S REPORT ON THE REPORT ON THE AUDIT PERFORMED IN TERMS OF SECTION 45***

Although there was no internal auditing of performance the report of the Auditor-General on the performance measurements is contained in the Auditor-General report for the 2006/2007 financial year.

8. CONCLUSION

This is the second annual report for the Albert Luthuli Municipality and it should be appreciated that it has been done internally. As we all learn and perfect the Performance Management System the process and actual compilation of the Annual Report will be much easier. This Annual Report is to be submitted and tabled before the Albert Luthuli Municipal Council in terms of section 127 of the Municipal Finance Management Act (MFMA). The Council must consider the Annual report in terms of section 129 of the MFMA.